



United States Postal Service
Office of Inspector General
Attn: Human Resources
1735 N. Lynn Street, 10th Floor
Arlington, VA 22209-2020

USPSOIG VACANCY ANNOUNCEMENT #04-09

Grade: Band II FLSA: Exempt
*Salary: \$74,335 - \$96,637 Per Annum
(Locality Pay Authorized)
Position: Multiple in Various Locations
Relocation Expenses Will Not Be Paid
Open: 3/11/04 Close: 3/26/04

Forensic Auditor

The Office of Inspector General of the United States Postal Service is seeking highly qualified applicants to fill our Forensic Auditor position in various locations. Applicants must exhibit experience conducting contract and financial audits in criminal, civil, and administrative investigations. The OIG conducts investigations to prevent and detect fraud, waste, abuse and mismanagement affecting the Postal Service.

MINIMUM QUALIFICATIONS

- Bachelor's degree from an accredited college or university in Accounting, or four years of related professional experience

DESIRABLE QUALIFICATIONS

- Advanced Academic Degree or 5 years related professional experience
- Professional certification by examination (CPA; CIA; CFE; CISA)

EVALUATION FACTORS

- Demonstrated experience in planning and conducting complex and/or forensic financial investigations relating to contract fraud, defective pricing, cost mischarging, bribery, embezzlement and kickbacks
- Demonstrated ability to research, analyze, and disseminate findings and disclosures developed during forensic/contract/financial investigations including calculating cost impact or harm
- Demonstrated skill in providing expert testimony in criminal, civil and administrative proceedings
- Demonstrated experience as a manager/supervisor responsible for leading and providing training to auditors, special agents, inspectors in contract/financial forensic accounting and auditing matters
- Ability to effectively communicate, both orally and in writing, corrective action reports with recommendations on improvements to internal control processes as a result of problems noted in the investigation

ADDITIONAL REQUIREMENTS

- Ability to pass a physical examination, drug screening, and background investigation
- May require up to 40 percent travel

BASIS OF RATING

Candidates will be evaluated on the skills they possess that are directly related to the duties of the position and/or the experience, education and training, that indicates the applicant's ability to acquire the particular knowledge and skills needed to perform the duties of the position.

TO BE CONSIDERED, APPLICANTS MUST SUBMIT

- An OF-612, SF-171, PS Form 2591, PS Form 991, or a resume
- Latest performance appraisal (within 15 months)
- A separate, written narrative that describes specific experience (tasks and accomplishments) for each Evaluation Factor (limited to one page per factor)

NOTE

- **OPEN TO ALL SOURCES IN THE LOCAL COMMUTING AREA ONLY**
- **U.S. CITIZENSHIP REQUIRED**
- **APPLICATIONS MUST BE SUBMITTED TO THE FOLLOWING EMAIL ADDRESS:**
Application_submission@uspsoug.gov OR
FAXED TO: (703) 248-7957
- **MUST BE RECEIVED BY MIDNIGHT ON THE CLOSING DATE OF THE ANNOUNCEMENT**



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Applicants must meet all eligibility requirements by the closing date of the announcement. **All submissions must include the vacancy announcement number.**

REASONABLE ACCOMMODATIONS

This agency provides reasonable accommodations to applicants with disabilities. If you require accommodations for any part of the application and/or hiring process, please call (703) 248-2353. The decision on granting an accommodation request will be made on a case-by-case basis.

LOCATIONS

Arlington, VA; Boston, MA; Chicago, IL; Dallas, TX; Denver, CO; Hoboken, NJ; Los Angeles, CA; Miami, FL; Philadelphia, PA and St. Louis, MO

***PLEASE SPECIFY THE LOCATION(S) UNDER WHICH YOU WOULD LIKE TO BE CONSIDERED.**

Job Line Number:

1-888-OIG-HIRO

1-888-644-4470

DC Relay Service:

202-855-1234 (TTY)

Or Visit our website:

www.uspsoig.gov

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